

# *The Iowa Council on Homelessness*

## **DRAFT MINUTES**

Friday, July 10, 2015

10:00 AM

Meeting Location: The Iowa Finance Authority

Room: Presentation Room

Address: 2015 Grand Avenue, Des Moines, Iowa 50312

(Any requests for corrections to the minutes should be submitted to [josh.mcroberts@iowa.gov](mailto:josh.mcroberts@iowa.gov))

### **I ICN ETIQUETTE REVIEW**

Chair Phillips reminded participants to ask to be recognized and to state their name.

### **II INTRODUCTIONS**

The meeting was called to order at 10 AM by Chair Phillips. The following voting members were present: Beilke-McCallum, Benne, Bergeson, Binner, Brustkern, Dunnwald, Fisher, Ford, Hagen, Hamilton, Harris, Johnson, Lauterbach, Munsterman-Robinson, Peterson, Phillips, Schwalm, Steben, Timm, Wahl, Walker, and Wilson. A quorum was established. There are currently 36 members on the 38 member Iowa Council on Homelessness. Two consumer representative seats remain vacant.

### **III APPROVAL OF AGENDA (ACTION ITEM)**

On motion by Mr. Beilke-McCallum to approve the agenda with the amendment to add in the recommendations from the Continuum of Care Consolidated Application Working Group to the agenda and seconded by Mr. Wilson, the amended agenda for the July 10, 2015, meeting was unanimously approved.

### **IV APPROVAL OF MINUTES (ACTION ITEM)**

On motion by Ms. Ford and seconded by Ms. Wahl, the May 15, 2015, Iowa Council on Homelessness meeting minutes were unanimously approved.

### **V COMMITTEE/TASK FORCE REPORTS**

**Executive Committee (Donna Phillips):** At the last ICH meeting the Updated Governance Charter was approved. The final charter is posted to the Iowa Finance Authority website. Ms. Phillips then mentioned that the committee had received 3 appeals for the scoring and ranking results of the 2015 Continuum of Care applications. The appeals were from Shelter House, Community Housing Initiatives, and Opening Doors. The appeal letters have also been posted the IFA website as are the responses to the appeals. 2.5 points each were awarded to Shelter House and Opening Doors, based on technical corrections to those scores. Ms. Phillips asked those in attendance that if there are any questions about the process, concerns, or thoughts on how the appeals process could be made better to please contact her.

Next, Ms. Phillips discussed YWCA Clinton's requested close-out report surrounding the reallocation of their Transitional Housing project into a new Rapid Rehousing project. There was

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much discussion surrounding the difficulties YWCA Clinton has encountered with HUD during this lengthy process. The close-out report is included in the meeting resources.

Ms. Phillips mentioned that the legislature did appropriate \$50,000 for the ICH again. The last two years, IFA, upon approval by the Executive Committee, has retained \$5,000 to cover administrative costs such as costs to operate the ICN for meetings and travel costs for ICH members. This \$5,000 is not used for IFA staff salaries or time spent supporting the ICH. Ms. Phillips urged this \$5,000 still continue to go to IFA for these purposes. The Executive Committee sought input from the rest of the ICH by having them reach out to committee chairs about how best the \$45,000 might be spent. The Executive Committee will meet in August to discuss this. Ms. Phillips stated that SPPG's final report for the project funded under 2014-2015 funds may be found on the IFA website.

**Nominating Committee (*Ben Brustkern*):** Mr. Brustkern reminded those in attendance that Nominating Committee meetings are held on the second Tuesdays of non-Council-meeting months. He also noted that ICH applications for vacant seats can be submitted through the Governor's online system, Openup Iowa. The two spots that need filled are consumer representative seats to be filled by someone who has experienced homelessness or has had a family member experience homelessness. Lastly, Mr. Brustkern thanked Barb Kellogg for her years of service on the Iowa Council on Homelessness and wished her well in her retirement.

**Continuum of Care Committee (*Zeb Beilke-McCallum*):** Mr. Beilke-McCallum updated the ICH that Family Alliance for Veterans of America's technical problems have been resolved and believes that they will be included on the 2015 Grant Inventory Worksheet for the 2015 competition.

Mr. Beilke-McCallum then discussed how Community Corrections Improvement Association's CoC project in Cedar Rapids had to close and that project is being looked at to possibly transfer to another Continuum of Care recipient in the area.

The next item Mr. Beilke-McCallum talked about was HUD CPD Notice 15-02 about the appropriate placement of transgendered persons in single-sex emergency shelters or other facilities and that this is a final rule for the CoC and ESG program. He also made mention of HUD CPD Notice 14-012 about prioritizing persons experiencing chronic homelessness and other vulnerable homeless persons in permanent supportive housing. This Notice wouldn't take effect in Iowa until approved by the ICH. Mr. Beilke-McCallum stated that approval of this notice could result in an increase in points on the consolidated Continuum of Care application.

## ***\*Action Item\****

On motion by Mr. Beilke-McCallum to adopt HUD CPD Notice 14-012 with an implementation timeline to be developed by the Continuum of Care Committee and seconded by Mr. Wilson, the motion passed unanimously.

Mr. Beilke-McCallum then presented the Continuum of Care Consolidated Application Working Group's recommendations to the ICH. Mr. Beilke-McCallum stated these would enhance scoring

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on applications moving forward. The full list of recommendations is included in the meeting resources posted online. A summary is below:

First recommendation: Research and Analysis Committee review quarterly performance reports for all Iowa Balance of State Continuum of Care grantees.

Second recommendation: Prohibit programs from requiring client income.

Third recommendation: Adopt HUD CPD Notice 14-012.

Fourth recommendation: Have IFA draft and submit a planning project application for the 2015 Continuum of Care competition.

Fifth recommendation: Direct Iowa Balance of State Rapid Rehousing projects to follow ESG Interim Rules for rapid rehousing, except where the CoC rules conflict.

Sixth: CoC Rapid Rehousing projects follow a Housing First approach.

## ***\*Action Item\****

On motion by Mr. Beilke-McCallum to adopt the slate of recommendations and seconded by Mr. Timm, the motion passed. There were 21 votes in the affirmative and 1 dissenting vote cast by Ms. Fisher.

**Coordinated Entry Committee (David Hagen):** Mr. Hagen reviewed what the VI-SPDAT is and what it does as a coordinated intake component. Mr. Hagen stated adoption of this is imperative in saying that the ICH is moving forward in implementing a coordinated assessment tool in the Iowa Balance of State. Mr. Hagen stated it is the tool of choice for the Hundred Thousand Homes Campaign and is being used in Des Moines, Linn County, and by Cedar Valley Friends of the Family and others.

Mr. Beilke-McCallum questioned the timeline for implementation. He also addressed concerns regarding the tool and how it is used without there being clear standards. He also didn't want client services to be negatively impacted by this tool.

## ***\*Action Item\****

On motion from the ICH Coordinated Entry Committee, and amended by Ms. Dunnwald to include the language that before implementation, standards for the assessment tool will be developed and provided, the amended motion passed unanimously.

**Research & Analysis Committee (David Hagen):** Mr. Hagen stated that the Committee is looking at the quarterly performance report review process and also looking at Missouri's Point in Time (PIT) Count process.

**Policy & Planning (Crissy Canganelli/Tony Timm):** Ms. McKeen took this time to present the final report from the State Public Policy Group (SPPG) and the work they did during 2014-2015

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developing “Iowa Quality Standards” to provide guidance on best practices for homeless services around the state.

## ***\*Action Item\****

On motion by the Policy & Planning Committee for the ICH to approve and adopt the “Iowa Quality Standards” developed by the State Public Policy Group, the motion passed unanimously.

**Public Awareness Committee (*David Binner*):** The Public Awareness Committee will be meeting July 14<sup>th</sup>.

## **VI HOMELESS MANAGEMENT INFORMATION (HMIS) REPORT**

Ms. Eberbach noted that the 2015 Iowa Balance of State Point in Time report is now final and has been submitted. The Institute for Community Alliances is moving forward with Dashboard Reporting project through HUD. New performance measures will also be in place on October 1, 2015. Ms. Eberbach stated that the ICA will be in touch if training or clarification for these is needed.

## **VII IOWA FINANCE AUTHORITY UPDATES**

Ms. Lewis stated that work by the CoC Consolidated Application preparation group continues. She also mentioned that the 2016 ESG applications are due July 17, 2015. The HUD ESG Interim Rule is open for public comment and HUD is accepting Comments until August 3, 2015. Lastly, Ms. Lewis reminded those in attendance that the HousingIowa Conference will be held Sept. 9-10 in Coralville.

## **VIII OTHER REPORTS**

None.

## **IX OLD BUSINESS**

None.

## **X NEW BUSINESS**

ICH Meeting dates through the 2015 calendar year:

- September 18, 2015
- November 20, 2015

## **XI PUBLIC COMMENTS**

None.

## **XII ADJOURN**

On motion by Mr. Beilke-McCallum and seconded by Mr. Lauterbach, the July 10, 2015, meeting of the Iowa Council on Homelessness was adjourned at approximately 12:00 PM.

The date of the next regular meeting is Friday, September 18, 2015, at 10:00AM at the Iowa Finance Authority located at 2015 Grand Avenue in Des Moines.

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## **Voting Members Present**

1. Zeb Beilke-McCallum, Iowa Coalition Against Domestic Violence
2. Steven Benne, Iowa Economic Development Authority
3. Julie Bergeson, Iowa Department on Aging
4. David Binner, Wells Fargo
5. Ben Brustkern (Vice Chair), Cedar Valley Friends of the Family
6. Carrie Dunnwald, Cedar Valley Friends of the Family
7. Mariliegh Fisher, Community Housing Initiatives
8. Karin Ford, Iowa Department of Public Health
9. David Hagen, Hawkeye Area Community Action Program
10. Karin Hamilton, Iowa Department of Public Safety
11. Kristine Harris, Consumer Representative
12. Sandy Johnson, Iowa Department of Education
13. Dennis Lauterbach, Lutheran Services in Iowa
14. Stefanie Munsterman-Robinson, Cedar Valley Habitat for Humanity
15. Wes Peterson, Iowa Finance Authority
16. Donna Phillips (Chair), Iowa Attorney General's Office
17. Ashley Schwalm, Family Resources
18. Bob Steben, Iowa Department of Veterans Affairs
19. Tony Timm, Central Iowa Shelter & Services
20. Roberta Wahl, Des Moines Area Community College
21. John Walker
22. Tim Wilson (Secretary)

## **Voting Members Absent**

1. Theresa Armstrong, Iowa Department of Human Services
2. Blair Avitt, Consumer Representative
3. Al Axeen (Immediate Past Chair)
4. Julie Bockenstedt
5. David Boss, Northeast Iowa Community Action Corporation
6. Bill Brand, Iowa Department of Human Rights
7. Anne Brown, Iowa Department of Corrections
8. Crissy Canganelli, Shelter House
9. Jamie Cashman, Iowa State Association of Counties
10. Chris Coleman, Iowa League of Cities
11. Ann Hearn, Linn County Community Services
12. Rhonda Jordal, Family Alliance for Veterans of America
13. Scott Mather, Iowa Workforce Development
14. Nancy Schulze, Heartland Family Service

## **Others Present**

1. Jessica Ash
2. Kacey Borrow, Crisis Intervention & Advocacy Center
3. Carole Bodin, West Des Moines Human Services
4. Ronelle Clark, YWCA Clinton

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5. Julie Eberbach, Institute for Community Alliances
6. Trisha Federspiel, Project Concern
7. Judy Gilstrap, Waterloo/Cedar Falls Salvation Army
8. Emily Harvey, Humility of Mary Housing/Shelter
9. David Hicks, Youth & Shelter Services
10. Kristin Huinker, Youth Emergency Services & Shelter
11. Radeen King, Project Concern
12. Barb Lamphers, Waterloo/Cedar Falls Salvation Army
13. Amber Lewis, Iowa Finance Authority
14. Arlinda McKeen, State Public Policy Group
15. Josh McRoberts, Iowa Finance Authority
16. Keshia Meissner, Beacon of Life
17. Laurel Merrick, Area Substance Abuse Council
18. Hope Metheny, Youth & Shelter Services
19. Kristin Molholland, Crisis Intervention & Advocacy Center
20. Roberta Molinsky, Youth & Shelter Services
21. Linda Munden, ACCESS
22. Carol O'Brien, Foundation 2
23. Kelli Payne, Crisis Intervention Services
24. Jan Rutledge, Iowa Legal Aid
25. Angie Schreck, ACCESS
26. Tim Shanahan, Hawthorn Hill
27. Carrie Slagle, Waypoint Services
28. Nikki Summers
29. Jennifer Tibbetts, Catherine McAuley Center
30. Phoebe Trepp, Willis Dady Emergency Shelter
31. Janet Walker, City of Dubuque
32. Veronice, Domestic Violence Intervention Program